

SECRET

Approved For Release 2001/08/01 : CIA-RDP84-00499R000600020026-1

Executive Registry

70-1096

4 March 1970

MEMORANDUM FOR: Executive Director-Comptroller

SUBJECT : Report of Cable Secretariat Operations
1 - 28 February 1970

1. The workload for February 1970 was 54,892 items, 13% less than February of last year. For the seven months of FY 1970 we are running 7% less than the same period in FY 1969.

25X1A
25X1A
2. In February 1970 we lost three persons making us four persons over our new ceiling of [REDACTED] for FY 1970. We will reach our ceiling of [REDACTED] by 1 July 1970.

25X1A

25X1A

3. On Monday, 2 February, [REDACTED] and four supervisors from the Cable Secretariat, together with [REDACTED] of FI Staff, visited the State Department's Automated Terminal Switch (ATS.) The ATS is similar to the ACT system proposed for the Cable Secretariat and the IW. The visit was designed to familiarize the group with computer assisted message processing.

4. A meeting with five representatives from Xerox Corporation was held on 18 February. Xerox presented a cost study of our present reproduction operation as compared to Xerox supplied equipment printing. This study was requested as part of a continuing effort to determine the feasibility of replacing our offset equipment with another printing process.

25X1A

[REDACTED]
Cable Secretary

HS/HC-

Approved For Release 2001/08/01 : CIA-RDP84-00499R000600020026-1

SECRET

GROUP 1
Excluded from automatic
downgrading and
declassification